

Town of Richmond
Planning Board Public Meeting
October 15, 2013 7:30 PM Richmond Town Hall

Members Present:

Rick Lewis, Chair
Lloyd Condon, Vice Chair
Deb Duffy, Secretary
Richard Drew
Wes Vaughan, Alternate
Carol Jameson, Selectman Rep.

Members Absent:

Jon Pratt
Norma Thibodeau
Butch Morin, Alternate

1. Public:

No one from the public.

2. Meal:

No Mail.

3. Minutes Oct. 1, 2013:

Page 2. Section b. John Wahl Excavation discussion:

Second paragraph down, fourth sentence, half way across add the word to: Mr. Wahl spoke to does not.
Third paragraph down, first sentence change the word feet to yards. 1000 cubic yards have left the site.

Section c. Bannister:

Second sentence down add d to an, should read took the quitclaim and they signed it.

Fourth paragraph down change the word at fore to afore, should read shown on the afore said Platt a perpetual right and easement.

Page 3. Section 3. Minutes September 17, 2013:

Change the word recorded to presented. Sentence should read: Motion made by Richard Drew to accept the minute's as presented.

Section 4. John Wahl:

Second line first sentence. Sentence reads: It was the hope that Mr. Wahl would have come in front of the Planning Board. Change to read: The Planning Board wanted Mr. Wahl to come in front of the Planning Board.
Second paragraph, second sentence remove the stray a at the end of the sentence.

Section 6. Numbering Subdivision Lots:

Last line pull the s off of Motions.

Page 4. Section 7. Capital Improvement Plan Update:

First sentence add ed to signed.

Section d. Decision on Excavation permitting process:

Third sentence down change the word had to hand. Sentence will read: and then hand the regulation portion or the permit over to the Selectmen.

Second paragraph pull: Point was given that and their opinion. Start the sentence with The Selectmen expressed that they didn't feel comfortable issuing the Permit.

Third paragraph fifth sentence from bottom change the words isn't /be to hasn't been. Should read: At this time if a condition hasn't been complied with the.

Last sentence: add the word at after down then add commas after problem, and Selectmen,

Page 5. Same section:

Change the entire last sentence from: It was suggested to create a procedure policy between the Select board and the Planning Board as to who would do the permitting process.

To: It was suggested to create a procedure/policy between the Select board and the Planning board as to what would be the process after a permit is issued.

Motion made by Richard Drew to accept the minutes and amended. Seconded by Deb Duffy. Five in favor. One abstention. Motion carries.

4. Numbering Subdivision Lots:

Second paragraph down, third sentence over pull the words: no longer. Sentence should read: Map 402, Lot 21 is an individual parcel.

Fourth paragraph down, second sentence add, d to subdivided.

Clean copy will be given to the Selectmen to sign.

5. Licensing Junkyards:

The Board decided to review Junkyard License Applications from other neighboring towns before passing in the draft prepared by the Select board. Carol Jameson will research the license application from Winchester and Swanzey and report back to the Board at the next meeting.

6. Cluster Housing:

After reviewing it was a consensus of the board not to include Cluster Housing changes on the 2014 ballot.

7. House Keeping (Zoning Ordinances):

Page 10. Under 405.6 Dimensional Requirements for Septic Systems and Wells

Under 405.6.1 Septic systems may not be closer than 75 feet from a well or from the Wetland Conservation District, or 37.5 feet from an abutter's property line and 50 feet from the edge of the public right-a-way.

Change 405.6.1 to read: Septic systems may not be closer than 75 feet from a well or Wetlands, or 37.5 feet from an abutter's property line and 50 feet from the edge of the public right-a-way.

Page 11, Under 502 Frontage and yard requirements:

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Under 502.2 Yard Requirements

No building shall be located nearer than twenty-five (25) feet to an abutter's property line and eighty-three (83) feet from the center of the public road and one hundred fifty (150) feet from the reference line, except septic systems and wells which must be thirty-seven and one half (37.5) feet from an abutter's property line and eighty-three (83) feet from the center line of the road.

Change 502.2 to read: No building shall be located nearer than twenty-five (25) feet to an abutter's property line and fifty feet from the edge of the public right-of-way and one hundred fifty (150) feet from the reference line, except septic systems and wells which must be thirty-seven and one half (37.5) feet from an abutter's property line and fifty feet from the edge of the public right-of-way.

Page 13, 605 Special Provisions

Uplands must constitute at least 50 percent of the minimum lot requirements, and no septic tank or leach field may be located closer than one hundred (100) feet to any wetlands.

Change 605 to read: Uplands must constitute at least 50 percent of the minimum lot requirements, and no septic tank or leach field may be located closer than one hundred (100) feet to any wetlands.

8. Excavation Policy:

Chair Lewis and Richard Drew will organize a 2 member subcommittee to create a policy from the Excavation application process thru granting the permit and reclamation inspections.

9. Master Plan:

RSA 674:1 Duties of the Planning Board. This explains the duties of the Planning Board to develop a living document called the Master Plan.

RSA 674:2 Explains the sections which are required.

674:3 Master Plan preparation. Helps to lay out the timeline to update.

It was decided that the Board would create a Master Plan Review Committee and cover Section I: Vision Recommendations. Section II: Energy Recommendations. And Section III: Land Use. The creation of such a committee will happen in the beginning of December.

10. Budget:

Chairman Lewis attended the Selectmen's meeting on Oct. 14, 2013 with the Land Use Assistant and Town Clerk in reference to the Shared Services Policy for Municipalities working out of the Town Hall space. The Policy suggests an even split between the four Municipalities. Land Use doesn't use 1/4 of the expenses the Selectmen have offered to pro-rate the charge once a cost line has been created.

Land Use Assistant Kim Mattson questioned the alignment of the Land Use Boards and the Town Clerk sharing the same meeting time? This was done more for a central spokesperson in reference to the Shared Services Policy.

Chairman Perry who attended the meeting as public but not recognized as part of the Land Use Municipalities.

Chairman Perry submitted a letter and asked that it be attached to the minutes.

Chairman Lewis level funding the 2014 P/B budget. He suggested moving some expenses around as it doesn't

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appear the Board will spend their entire 2013 budget.

Land Use Assistant asked the board to be keep in mind that this has been a slow year and the P/B has no way of predicting 2014 activities. Land Use Assistant hasn't charged for time spent in training or mileage it was suggested to start a line in the budget for training time and mileage.

Chair Lewis wants to pursue avenues to educate the public about the different Ordinances and what a resident may need to legally do a project. Printing posters or sending out flyers. It was suggested to have each board member take a subject and send in an article monthly to the Richmond Rooster. It's free and everyone in town is mailed a copy.

Discussed was the purchase of a copy machine the P/B has been using a copier belonging to Emergency Management. With the future move back of the Land Use Boards to the Veterans Hall they'll need a copy machine, toner and paper of their own.

11. Other:

a. Map 405 Lot 86

The case was adjourned the week of Oct. 7th due to confusion on which Court the case was to be heard by the owner. The lack of response to the Cease and Desist means that the land owner lost by default. The owner has asked the Courts to vacate the ruling. At this time the Town is waiting for a ruling from the Courts.

Motion made by Richard Drew to adjourn. Seconded by Deb Duffy. All in favor. Motion carries.

Respectfully Submitted:

Kandace Mattson
Land Use Assistant.

Attachment:

1. Letter from Zoning Board Chairman Sandy Perry.

2 Final Policy for Numbering of Subdivided Lots.